



## BID COMMITTEE REPORT

Meeting Date: June 13, 2019  
Contact: Alex Ralph  
Contact No.: 604 829 2097

TO: Bid Committee  
FROM: Chief Procurement Officer

Recommendation to enter into a contract with Mack Kirk Roofing & Sheet Metal Ltd. in relation to Invitation to Tender PS20190609 – PNE Garden Auditorium Re-Roof.

### RECOMMENDATION

The Chief Procurement Officer recommends that the Bid Committee approve the entry into the following contract, under the authority of the City's Procurement Policy ADMIN-008.

Solicitation Number:	Invitation to Tender PS20190609
Description of the Goods or Service:	PNE Garden Auditorium Re-Roof
Recommended Vendor:	Mack Kirk Roofing & Sheet Metal Ltd.
Contract Term and Contract Value:	The recommended term of the contract is approximately 1 year. The contract price is \$1,626,080.00, plus GST, over the term of the contract.

## PROCUREMENT SUMMARY

Date of Issuance of ITT:	April 25, 2019		
Notices Sent:	Supply Chain Management sent notices to 11 proponents.		
Closing Date:	January 10, 2019		
Responses Received:	Mack Kirk Roofing & Sheet Metal Ltd.	Price:	\$1,734,090.00
	Advanced Systems Roofing & Waterproofing Ltd.		\$1,894,667.00
	Flynn		\$1,907,134.00
	Transwest Roofing Ltd.		\$2,058,650.00
	Pacific Restorations (1994) Ltd.		Non-compliant
Department:	Supply Chain Management; and Real Estate and Facilities Management, with the assistance of Legal Services.		

## COMMENTS

For the recommended contract, the following requirements have been met:

- a) The solicitation documents were publicly advertised in accordance with the City's Procurement Policy ADMIN-008;
- b) The contract is proposed to be entered into with the vendor offering the best value, which is also the lowest-priced compliant vendor determined in accordance with the criteria, factors or methods previously disclosed in the public solicitation documents;
- c) Financial Planning & Analysis and the applicable business unit have reviewed and concur on the budget and recommendation;
- d) Bid Committee approval authority exists, as outlined in the City's Procurement Policy ADMIN-008 due to the value being in excess of \$750 thousand ; and
- e) The Director of Legal Services, Chief Procurement Officer and REFM General Manager are recommended to be authorized to execute and deliver all legal documents on behalf of the City.
- f) The Bid Committee approval is pre contract award, the final contract information may vary subject to final negotiations and award.

## DECISION

The Bid Committee approved the entry into a contract in relation to ITT PS20190609 — PNE Garden Auditorium Re-Roof with Mack Kirk Roofing & Sheet Metal Ltd. under the authority of the City's Procurement Policy ADMIN-008